

PDP

WHAT IS IT?

A PROGRAM FOR SYSTEMATIC DEVELOPMENT OF INDIVIDUALS BY CAREER SERVICES

- PER CAREER SERVICE NEEDS AND EMPLOYEE INTERESTS
(COMPATIBLE WITH CAREER SERVICE NEEDS)
- PER AGENCY CRITERIA/STANDARDS
- PER FEDERAL GUIDELINES ON EXECUTIVE DEVELOPMENT

A PROGRAM FOR PARTICIPATION IN PERSONNEL DEVELOPMENT BY TOP MANAGEMENT

INITIAL THRUST: EXECUTIVE DEVELOPMENT

INCUMBENTS

PRE-EXECUTIVE CANDIDATES (GS-13-15)

MORE SPECIFICALLY: WHY PDP?

FEDERAL GUIDELINES ON ED APPLY AS NATIONAL POLICY

TOP MANAGEMENT ADVOCATES USE OF PDP AS A MANAGEMENT TOOL

TOP MANAGEMENT WANTS TO RESPOND IN A TANGIBLE WAY TO EMPLOYEE CONCERNS ABOUT PD

AS AN AGENCY-WIDE PROGRAM, PDP SHOULD HELP TO:

- IDENTIFY EXECUTIVE CANDIDATES; DEVELOP THEM; AND
- CHECK PROGRESS
- MAINTAIN PROFESSIONAL QUALITY AND CONTINUITY
- LINK DEVELOPMENT TO EXPECTED TURNOVER
- ANTICIPATE AND MEET CHANGING SKILL REQUIREMENTS
- PROVIDE FOR INDIVIDUALIZED REVIEWS AND PINPOINTING OF PERSONAL DEVELOPMENTAL NEEDS

THINGS TO DO IN CAREER SERVICE

DETERMINE TURNOVERS IN GS-15 AND ABOVE POSITIONS (3 OR MORE YEARS)

DETERMINE KEY REQUIREMENTS OF SUCH POSITIONS

IDENTIFY SUFFICIENT NUMBER OF POSSIBLE REPLACEMENTS (2 OR MORE)

REVIEW BACKGROUNDS OF EACH CANDIDATE TO PINPOINT INDIVIDUAL GAPS FOR DEVELOPMENT:

- AGAINST REQUIREMENTS OF EXECUTIVES POSITIONS BEING CONSIDERED FOR
- AGAINST PERSONAL NEEDS (EXPERIENCE OR AREAS OF POSSIBLE STRENGTHENING)
- AGAINST POSSIBLE CAREER SERVICE MODEL (PROGRESSIVE EXPERIENCES)

THINGS TO DO IN CAREER SERVICE (CON'T)

ARRANGE TRAINING NECESSARY TO MEET DEVELOPMENTAL NEEDS OF CANDIDATES

ARRANGE MOVEMENT OF CAREERISTS AMONG UNITS INSIDE OR OUTSIDE CAREER SERVICE TO MEET DEVELOPMENTAL NEEDS OF CANDIDATES

● EVALUATE KINDS, FREQUENCY, AND GRADE LEVEL OF MOBILITY NEEDED BY CAREER SERVICE

SCHEDULE PHASES OF PDP WITH A VIEW TO THE REQUIREMENT OF A
● SEMI-ANNUAL REVIEW BY THE CAREER SERVICE HEAD WITH HIS DEPUTY DIRECTOR (FIRST ONE IN JULY)

START PDP FOR OTHER ABLE PROFESSIONALS AS SOON AS POSSIBLE